

Wisconsin Department of Regulation & Licensing

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

CHARITABLE ORGANIZATION ANNUAL REPORT

PLEASE TYPE OR PRINT IN INK THIS FORM REQUIRES AN AUDIT REPORT AND 2 SIGNATURES.

NAME OF ORGANIZATION		ACCOUNTING PERIOD DATE Beginning _____ Ending _____	
ADDRESS (NUMBER AND STREET) OR P.O. BOX		WISCONSIN REGISTRATION NUMBER	
CITY OR TOWN, STATE, ZIP CODE		FEDERAL EMPLOYER I.D. NUMBER	
INDICATE ORGANIZATION TYPE <input type="checkbox"/> Civic & Social Action <input type="checkbox"/> Health Services <input type="checkbox"/> Culture <input type="checkbox"/> Education & Research <input type="checkbox"/> Human Services <input type="checkbox"/> Other		ACCOUNTING METHOD <input type="checkbox"/> Cash <input type="checkbox"/> Other (Specify) <input type="checkbox"/> Accrual	

PART I STATEMENT OF REVENUE

TOTAL

1. Contribution, gifts, grants & similar amounts received			
a. Direct public support	1a		
b. Indirect public support	1b		
c. Total Public Support (add lines 1a and 1b)		1c	
2. Government grants		2	
3. Program service revenue		3	
4. Membership dues and assessments		4	
5. Interest on savings and temporary cash investments		5	
6. Dividends and interest from securities		6	
7. a. Gross rent	7a		
b. Less: rental expenses	7b		
c. Net rental income (loss) (line 7a less line 7b)		7c	
8. Other investment income (attach schedule)		8	
9. Capital gains:			
a. Gross amount from sales of assets other than inventory	9a		
b. Less: cost or other basis and sales expenses	9b		
c. Gain (loss) (line 9a less line 9b) (attach schedule)		9c	
10. Special fund-raising events and activities (attach schedule)			
a. Gross revenue (not including \$ _____) of contributions reported on line 1a	10a		
b. Less: direct expenses	10b		
c. Net income (line 10a less line 10b)		10c	
11. a. Gross sales less returns and allowances	11a		
b. Less: cost of goods sold	11b		
c. Gross profit (loss) line 11a less line 11b) (attach schedule)		11c	
12. Other Revenue (attach schedule)		12	
13. Total Revenue (add lines 1c, 2, 3, 4, 5, 6, 7c, 8, 9c, 10c, 11c and 12)		13	

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PART II STATEMENT OF FUNCTIONAL EXPENSES Do not include amounts reported on 7b, 9b, 10b or 11b	(A) Total	(b) Program Services	(c) Management & General	(d) Fund-raising
14. Grants and allocations (attach schedule)			////////// //////////	////////// //////////
15. Specific assistant to individual (attach schedule)			////////// //////////	////////// //////////
16a. Benefits paid to or for members (attach schedule)			////////// //////////	////////// //////////
16b. Payments to affiliates (attach schedule)		////////// //////////	////////// //////////	////////// //////////
17. Compensation of officers, directors, etc.				
18. Other salaries and wages				
19. Pension plan contributions				
20. Other employee benefits				
21. Payroll taxes				
22. Professional fund-raising fees		////////// //////////	////////// //////////	
23. Accounting fees				
24. Legal fees				
25. Supplies				
26. Telephone				
27. Postage and shipping				
28. Occupancy				
29. Equipment rental and maintenance				
30. Printing and publications				
31. Travel				
32. Conferences, conventions, and meetings				
33. Interest				
34. Depreciation, depletion, etc. (attach schedule)				
35. Other expenses (itemize)				
a.				
b.				
c.				
d.				
e.				
f.				
36a. Total Functional Expenses (add lines 14 through 35)				
EXCESS OR DEFICIT REVENUE				
36b. Total Revenue (line 13) less Total Functional Expenses (line 36A)		36b		

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PART III BALANCE SHEETS Note: Where required, attach schedules.		Beginning of Year	End of Year
ASSETS			
37. Cash -- noninterest bearing		37	
38. Savings and temporary cash investments		38	
39. a. Accounts receivable	39a		
b. Less: allowance for doubtful accounts	39b	39c	
40. a. Pledges receivable	40a		
b. Less: allowance for doubtful accounts	40b	40c	
41. Grants receivable		41	
42. Receivables due from officers, directors, trustees and principal salaried employees (attach schedule)		42	
43. a. Other notes and loans receivable	43a		
b. Less: allowance for doubtful accounts	43b	43c	
44. Inventories for sale or use		44	
45. Prepaid expenses and deferred charges		45	
46. Investments--securities (attach schedule)		46	
47. a. Investments--land, bldgs & equip: basis	47a		
b. Less: accumulated depreciation (attach sched)	47b	47c	
48. Investments--other (attach schedule)		48	
49. a. Land, buildings and equipment: basis	49a		
b. Less: accumulated depreciation (attach sched)	49b	49c	
50. Other assets (describe: _____)		50	
51a. Total assets (add lines 37 through 50)		51a	
51b. Other changes in net assets	///////////////// /////////////////	51b	
LIABILITIES			
52. Accounts payable and accrued expenses		52	
53. Grants payable		53	
54. Support and revenue designated for future periods		54	
55. Loans from officers, directors, trustees, and key employees (attach schedule)		55	
56. Mortgages and other notes payable (attach schedule)		56	
57. Other liabilities (describe: _____)		57	
58. Total liabilities (add lines 52 through 57)		58	
59. Net Worth: Total assets (line 51) minus Total liabilities (line 58)		59	

PLEASE TYPE OR PRINT IN INK

NAME OF INDIVIDUAL TO CONTACT REGARDING INFORMATION ON THIS FORM	DAYTIME TELEPHONE NUMBER ()
ADDRESS (NUMBER AND STREET)	
CITY OR TOWN, STATE, ZIP CODE	

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ADDITIONAL QUESTIONS	YES	NO
60. Did your organization receive contributions over \$100,000 during the fiscal year? If so, you must file an audited financial statement and the opinion of an independent certified public accountant on the financial statement.		
61. Have you attached a list of all officers, directors, trustees and the principal salaried employees? Include their name, address, title, and the date their term ends. Compensation must be clearly stated.		
62. Have you attached all schedules as required on lines 8, 9c, 10, 11c, 12, 14, 15, 16, 34, 42, 46, 48, 49b, 55, and 56?		
63. For solicitation in Wisconsin, did your organization use a professional fund-raiser or fund-raising counsel or did your organization pay a person to solicit contributions, other than a salaried officer or employee of your organization? If yes, indicate name and address.		
64. Has there been a name change of the organization, change of address of the principal office or any branch office located in Wisconsin, change in the accounting period , change in the names of the persons within the organization who have final authority for custody or final distribution of contributions, or change in the articles, by-laws or statement of purpose? If yes, and not already submitted within 30 days, as required, give changes and attach document. If a corporation, and the name has changed, you must attach a copy of the name change amendment.		
65. Is your organization authorized by any other governmental authority to solicit contributions? If yes, provide name and address of governmental authority.		
66. Has your organization ever had its authority to solicit contributions denied, suspended, revoked or enjoined by a court or other governmental authority? If yes, attach an explanation.		
67. Do you intend to accumulate an increasing surplus in net worth, rather than spend current revenue on the organization's stated purpose? If yes, attach an explanation.		
68. Did the organization make a grant, award, or contribution to any organization in which any of its officers or directors hold an interest; or was it a party to any transaction in which any of its directors, trustees or officers has a material financial interest; or did any officer or director receive anything of value not reported above as compensation? If yes to any of the above, attach an explanation.		
69. Does your organization solicit contributions under any name other than the name listed in the first blank space on page 1? If yes, list here any additional name(s).		

DESCRIBE THE CHARITABLE PURPOSE OR PURPOSES FOR WHICH CONTRIBUTIONS WILL BE USED OR ATTACH A DOCUMENT WHICH PROVIDES SUCH INFORMATION.

CERTIFICATION - TWO DIFFERENT SIGNATURES ARE REQUIRED BY LAW

We swear and affirm that we have reviewed this report, including the accompanying schedules and statements, and to the best of our knowledge the information furnished is true, correct and complete.

Date	Title	Signature of President or Authorized Officer
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Date	Title	Signature of Chief Fiscal Officer
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